



Federal Depository Library USA Trade Online Account Validation Form

This validation form authorizes your depository library the use of up to **TWO DEDICATED COMPUTER WORKSTATIONS** for access to USA Trade® Online. These services are to be accessible for free public access under the Federal Depository Library Program (FDLP).

It is a violation of USA Trade Online policy and the terms of this agreement to:

- release the username or password to organizations or individuals other than authorized library personnel serving a public service function;
- allow organizations or individuals outside your library to connect to USA Trade Online using your username or password via your library's computer network.

Any violation of these terms will result in the termination of your account with USA Trade Online.

Please read the FAQs and complete this form and fax the signed form to 202-512-1432.

➡ I have read the [FAQs](#): _____ (Please initial)

➡ Access Choice/Change: (Check **ONLY** one):

_____ Username/Password (to be used for dynamic IP addresses) **OR**

_____ Internet Protocol (IP) authentication (for automatically logging in the two designated computer workstations specified below without the need for user IDs or passwords)

NOTE: It Is Understood That:

- IP authentication requires a depository library to have static IP addresses for the two workstations from which access is provided.
- These IP addresses must be static (not dynamically assigned) and cannot be shared by other designated computer workstations.
- Choosing this option will eliminate any GPO depository access to these services by a password.

The IP addresses are:

1. _____ 2. _____

Depository Number: _____ **Depository Name:** _____

Library Address: _____

Depository Librarian's Name: _____

Phone Number: _____ **Email Address:** _____

NOTE: The username and password will be sent to the e-mail address of record in the FDL Directory (<http://catalog.gpo.gov/fdlpdir/login.jsp>)

User Support Contact Name (If Different From Above): _____

Email Address: _____

Library Director's Signature: _____